

Social Media Project Proposal
Send to: socialmedia@nara.gov

Name of Project:

Date proposal submitted:

Target date for launch:

Brief description of project and its goals:

Type of Technology or Social Media site:

How does this project support NARA's Strategic Plan?

Intended Audience (please select all that apply):

- NARA Staff (please specify: a particular office, unit, library, team, or all staff): _____
- General Public
- Researchers
- Genealogists
- Veterans
- Media and Press
- Records Managers
- Educators and/or Students
- Preservation and Archives Professionals
- Other (please fill in): _____

Estimate of resources required (# of staff, hours, materials, software, etc):

Will proposed social media be used to create or maintain data or information meeting the definition of a Federal record per 44 USC 3301 and 36 CFR 1222? __ Yes __ No __ Maybe

If yes or maybe, how will the records, drafts, and other products from this project be captured and managed during their entire retention period? If you do not have a specific plan, please plan to print and file screenshots of your project on paper at least once a month.

Who will oversee or manage the project if approved?

How will you measure success of this project?

Point of contact information:

Name
NARA Organization
Telephone
E-mail

Proposal Approved by:

Name and Title
NARA Organization
Telephone
E-mail